



**TOWN OF GRAFTON**  
GRAFTON MEMORIAL MUNICIPAL CENTER  
30 PROVIDENCE ROAD  
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[www.grafton-ma.gov](http://www.grafton-ma.gov)

**SELECT BOARD  
MEETING MINUTES  
August 15, 2023  
7:00PM  
Conference Room A  
AND  
via Zoom**

2023 SEP - 6 PM 3:49  
RECEIVED TOWN CLERK  
44 F 102, MA

## **CALL TO ORDER**

The meeting was called to order at 7:00pm by Chair Mat Often. In attendance were Chair Mat Often, Vice Chair Andy Jefferson, Mark Alimo, and Ray Mead. Clerk Ann Marie Foley was absent. Staff in attendance was Assistant Town Administrator William Blake.

## **PLEDGE OF ALLEGIANCE**

## **ANNOUNCEMENTS**

Mr. Often made the following announcements:

- Tomorrow is the final night of the 2023 Summer Concert Series on the Common. The Claflin Hill Symphony Orchestra will perform at 6:30pm.
- The Select Board is looking for volunteers to serve on the new Trails Committee. This five-member committee will work to help map existing trails, identify maintenance needs, and increase trail connectivity. Applications will be accepted until Friday, August 25th. Please email [taoffice@grafton-ma.gov](mailto:taoffice@grafton-ma.gov) or send a letter of interest to the Select Board at 30 Providence Road to apply.

## **1. PUBLIC HEARINGS – None**

## **2. APPOINTMENTS/SELECT BOARD**

### **a) Capital Improvement Planning Committee (CIPC) – Sue Robbins**

Ms. Robbins stated that she served as the Finance Committee Representative on CIPC and would like to be appointed as a member-at-large to continue the work.

Mr. Jefferson made a motion seconded by Mr. Alimo to appoint Sue Robbins to the Capital Improvement Planning Committee. Motion passed 4 – 0.

### **b) Trustees of Soldiers and Sailors Memorials – Select Board Designee**

Mr. Jefferson made a motion seconded by Mr. Mead to appoint Mat Often as the designee to the Trustees of Soldiers and Sailors Memorials. Motion passed 4 – 0.

### **c) Election Workers**

Mr. Jefferson made a motion seconded by Mr. Alimo to appoint Diane Raymond, Danielle Decker, and Joyce David as election workers for the Town of Grafton. Motion passed 4 – 0.

### **3. APPOINTMENTS/TOWN ADMINISTRATOR – None**

### **4. NEW BUSINESS/CONTINUED BUSINESS**

#### **a) Common Victualler License – Donut Star, 204 Worcester Street**

Randa Chhron stated that she is purchasing the business from her family and no other changes would be made.

Mr. Jefferson made a motion seconded by Mr. Alimo to approve a Common Victualler License for Donut Star located at 204 Worcester Street. Motion passed 4 – 0.

#### **b) One Day All Alcohol Licenses – Cummings School of Veterinary Medicine at Tufts University, 200 Westboro Road**

Jessica Scott spoke about the upcoming Student Activity events at Tufts.

Mr. Jefferson made a motion seconded by Mr. Alimo to approve a One Day All Alcohol License for Cummings School of Veterinary Medicine at Tufts University on August 25 and September 1, 2023. Motion passed 4 – 0.

#### **c) Common Victualler License – 25 Grafton LLC, 25 Grafton Common**

Laurel Xie listed the intended hours of operation at the Grafton Inn. She stated that she plans to open the second week of September.

Mr. Jefferson made a motion seconded by Mr. Mead to approve a Common Victualler License for 25 Grafton LLC located at 25 Grafton Common. Motion passed 4 – 0.

#### **d) Annual Music/Entertainment License – 25 Grafton LLC, 25 Grafton Common**

Ms. Xie described the music that she would like to have inside and outside the business.

Mr. Jefferson noted that the previous owner only held an indoor music license.

Mr. Jefferson made a motion seconded by Mr. Mead to approve an Annual Music and Entertainment License for 25 Grafton LLC located at 25 Grafton Common. Motion passed 4 – 0.

#### **e) Update Bylaw Article 5**

Mr. Jefferson suggested amending Section 7 to remove the mention of a bound book in which the Board's records, orders, and proceedings shall be placed. Mr. Mead and Mr. Alimo supported the change.

Mr. Often suggested having the Select Board Clerk ensure all boards and committees stay up to date on their meeting minutes.

Mr. Jefferson agreed to take the feedback about Section 7 to the Bylaw Study Committee.

#### **f) Letter of Support for Bills H.3690 and S.2104 – Expand the Bottle Bill**

Mr. Jefferson stated that so far, two of the four liquor store owners have agreed to send letters of support as well.

Mr. Jefferson made a motion seconded by Mr. Mead to authorize the Chair to sign and send the letter of support for bills H.3690 and S.2104 as written. Motion passed 4 – 0.

g) Intermunicipal Agreement for Public Health Services

Mr. Blake stated that the amendment extends the term of the existing agreement.

Mr. Jefferson made a motion seconded by Mr. Alimo to approve and sign Amendment No. 2 to the Intermunicipal Agreement between the City of Worcester and the Town of Grafton. Motion passed 4 – 0.

h) Chapter 90 Reimbursement Requests

Mr. Jefferson made a motion seconded by Mr. Mead to approve and sign the Chapter 90 Reimbursement Requests as presented. Motion passed 4 – 0.

## **5. SELECT BOARD REPORTS**

Mr. Jefferson spoke about attending the Hassanamisco Nipmuc Nation's 98<sup>th</sup> Powwow at the South Grafton Community House, the recent Grafton Water District meeting, and the Indian Independence Day celebration at the Municipal Center. He presented the Award of Appreciation he accepted on behalf of the Town from the India Association of Greater Boston (IAGB).

## **6. TOWN ADMINISTRATOR REPORT**

Mr. Blake gave the following presentation:

### **GENERAL UPDATES**

- Quotes solicited for an updated clicker system (electronic voting at Town Meeting)
  - Meridia
  - Option Technologies
  - Turning Technologies
- Staffing
  - New Recreation Director started on 8/14
- Procurement and Projects
  - Bids for Recreation ADA Paving due 8/21
  - Kickoff meeting on the Recreation Strategic Plan is 8/22
  - Bid Documents for Conference Room F Upgrades are done and will be circulated this week

## **7. CORRESPONDENCE**

The Board agreed to discuss the Maintenance Building Repair Estimates received from Superintendent Jay Cummings at their next meeting on September 5.

## **8. RESIGNATIONS – None**

## **9. PUBLIC COMMENTS – None**

## **10. MEETING MINUTES**

Mr. Jefferson made a motion seconded by Mr. Mead to approve the meeting minutes for October 26, December 7, and December 14 of 2021 and July 11 and July 25 of 2023 as written. Motion passed 4 – 0.

## **ADJOURN**

Mr. Mead made a motion seconded by Mr. Alimo to adjourn. Motion passed 4 – 0 at 7:40pm.

Meeting materials are available at: <https://www.grafton-ma.gov/AgendaCenter/Select-Board-4>

A recording of this meeting is available at: <https://youtu.be/fFA6ZP4G0fg>